



Tuesday, May 23, 2023

***Hanson Select Board***

Select Board's meeting room, Town Hall

Open Session

***Members Present:*** Laura FitzGerald-Kemmett, Joseph Weeks, Ann Rein, Edwin Heal, David George

***Members Absent:***

***Others Present:*** Lisa Green, Town Administrator; Lynn McDowell, Executive Assistant; Joseph Gumbakis, Veterans' Service Agent; Phil Clemons

**I CALL TO ORDER**

Ms. Green called the meeting to order and led the Pledge of Allegiance

**II PUBLIC ANNOUNCEMENTS AND UPCOMING MEETINGS**

Ms. Rein read the public announcements and upcoming meetings.

**III NEW BUSINESS**

**1. Welcome new members to the Select Board**

Ms. Green welcomed Mr. George, newly elected Select Board member.

**2. Select Board reorganization**

Ms. Green requested nominations for Chair.

***MOTION*** by Mr. Heal, seconded by Ms. Rein, to nominate Laura FitzGerald-Kemmett as Chair of the Select Board. ***Voted 5 – 0***

***Rollcall vote – George-Aye; Rein-Aye; FitzGerald-Kemmett-Aye; Weeks -Aye; Heal-Aye***

Ms. Green congratulated Ms. FitzGerald-Kemmett and passed the gavel. Ms. FitzGerald-Kemmett requested nominations for Vice Chair and Clerk.

***MOTION*** by Mr. Heal, seconded by Ms. Rein, to nominate Joseph Weeks as Vice Chair of the Select Board. ***Voted 5 – 0***

***Rollcall vote – George-Aye; Rein-Aye; FitzGerald-Kemmett-Aye; Weeks -Aye; Heal-Aye***

***MOTION*** by Mr. Heal, seconded by Mr. Weeks, to nominate Ann Rein as Clerk of the Select Board. ***Voted 5 – 0***

*Rollcall vote – George-Aye; Rein-Aye; FitzGerald-Kemmett-Aye; Weeks -Aye; Heal-Aye*

### 3. Discuss Annual Memorial Day Parade

Mr. Gumbakis updated the Select Board with the plans and schedule for the Memorial Day festivities, starting at Indian Head School and completing at the cemetery, around 12pm. He shared there will be refreshments for all attendees at the American Legion. All members of the Board plan to attend.

One issue is needed to address related to the school band. Due to changes in faculty, the current staff was not aware of the agreement of alternating of years with the Town of Whitman and will not be able to perform. Mr. Clemons offered First Congregational Church to substitute for the marching band.

The Board thanked Mr. White for assisting and providing a strong handoff to Mr. Gumbakis. Ms. Green shared that the antique cars will also be part of the parade this year.

### 4. Discuss Conservation Commission current membership and expansion

Mr. Clemons noted that there is a full commission. However, he would like to add a few associate members. In comparison to other communities, most allow for one or more associate commission members; they are nonvoting members. He would like to use for succession planning. Currently there is one associate member; he would like three.

The Board agreed with the idea, and would like to see all land use boards set up a similar practice. It will take this offline to review Town bylaws to see what might need to be updated.

### 5. Discuss Treasurer Collector Agreement

Ms. Green stated the current Treasure-Collector has requested to remain in the role with the Town for another year. Ms. Sullivan updated her contract from the previous year, with the only difference being her salary; all other provisions remain the same. Ms. Sullivan also noted the certifications line would need to be amended as she allowed hers to expire in December 2022. Without the certification she is no longer entitled to any stipends. She is maintaining her bonding.

The Board would like a timeline. It also wanted to know if she is reviewed annually. Ms. Green stated her last review was four years ago. Ms. Green developing a timeline for department head reviews. Ms. Green recommended renewing the contract.

To be consistent with Town Department heads, the Board requested Ms. Green present Ms. Sullivan's process to be recertified. Ms. Green will reach out and report back.

**6. Vote to accept DBA change for 14-58 Liquors to be Lukes Liquors**

Ms. Green stated this is a formality as no other requirements needed. The company wanted the business name to be consistent with its other businesses in the area.

**MOTION** by Mr. Weeks, seconded by Ms. Rein, to approve the 14-58 Liquors DBA change to Lukes Liquors. **Voted 5 – 0**

**7. Discuss Home Rule Petition**

Ms. Green shared the article from October 2021 Town meeting.

*It is hereby established in the Town of Hanson in order to ensure satisfactory compliance by persons or entities who have been issued licenses or permits by the Town of Hanson to have any such issued licenses and permits Denied, Revoked, or Suspended for failure to complete the project or activity licensed or permitted pursuant to the sections below.*

This was added to the warrant due to past developments not being completed as the developers/movers completed what needed to meet the basics and moved on to another location. This left the Town with no leverage for recourse.

Since its passage, due to staffing turnover, it was unlooked and not enacted. When she discovered it, Ms. Green forwarded to Town Counsel to format and create a cover letter for Ms. Green to then forward onto Senator Brady to present for legislation. Timeframe will not be an issue, but it is not enacted until accepted by General Court. The process should be completed in the fall.

**MOTION** by Mr. Weeks, seconded by Ms. Rein, for the Select Board to adopt the Home Rule Petition as approved at the October 4, 2021 Town Meeting Article 19 and submit the same to the General Court. **Voted 5 – 0**

**8. Accept Patricia Wheeler's resignation to the Capital Improvement Committee**

**MOTION** by Ms. Rein, seconded by Mr. Weeks, to accept Patricia Wheeler's resignation to the Capital Improvement Committee, with regret. **Voted 5 – 0**

**IV ONE DAY LIQUOR LICENSES**

**1. 06/16/2023 – 6:00pm – 10:00pm – Karen DeCoste – Banquet/Skating Club**

**MOTION** by Mr. Weeks, seconded by Mr. Heal, to approve the One Day Liquor License as printed on the agenda. **Voted 5 – 0**

## **V**                      **COMMITTEE UPDATES**

Ms. FitzGerald-Kemmett asked the Board to think about the committees currently assigned and what would like to do or change for the coming year. Each member will need to take on subcommittees and the Board will need reallocate assignments previously attached to Mr. Hickey.

Also, the Regional School District Committee reorganized its board; the Select Board will need a member to be part of that committee as well. Lastly the Board will need to address meeting with the District and the Town of Whitman Selectmen for the next fiscal year budgeting season. The Board would like Ms. Green to start the process; Ms. FitzGerald-Kemmett stated she will reach out to both newly elected chairs of the two respective boards and start a dialogue.

The Board members noted each of the individual committees they are liaisons. Ms. McDowell will forward to them what was voted on last May after the last reorganization. Ms. FitzGerald-Kemmett informed Mr. George that the role of Board Liaison is for the various boards and committees have a point of contact with the Board if needed for a sounding board or an advocate. The Board will formally discuss at the first June meeting.

Mr. Heal suggested brainstorming priorities with Ms. Green to determine Board priorities. Will then pick a few and make it the focus for the year. If strong progress is made, will reexamine the list and pick a few more. It will be added to a June agenda. The Board proposed changing the June 13 meeting for June 6.

## **VI**                      **APPROVE OPEN SESSION MINUTES**

### **1. May 16, 2023**

***MOTION*** by Mr. Weeks, seconded by Ms. Rein, to approve the meeting minutes as printed on the agenda. ***Voted 4-0-1***

## **VII**                      **TOWN ADMINISTRATOR REPORT**

- Ms. Green shared she met with John Madden to discuss creating the financial analysis of the Town. This will be done by reviewing past revenues and expenditures to determine the forecast. He anticipates it to be completed in early fall and Ms. Green will invite him to present at a Select Board meeting.
- She also confirmed Mark Abrams to meet with the Board for a chapter 70 discussion. She intends to the Finance Committee, Hanson School Committee members as well as Capital Improvement Committee once the date is confirmed. The Board requested the Interim Town Accountant also attend.

- She noted that Human Resources Services Inc began the review process of personnel policies, procedures and employee manual. Once it is completed, she will meet with department heads for each to review and signoff, then require them to have their direct reports do the same. She will follow-up for those who refuse to sign as it may differ within each union.
- With Town Counsel, she had a productive meeting with the Administrative Professionals Union, who introduced her to their new representative. It was agreed to have monthly meetings to address concerns directly and timely.
- Now that the protest is resolved and references reviewed, the bid was awarded for Maquan demolition. Town Counsel is reviewing and finalizing the agreement. She also requested Mr. Baker create an inventory of the building for what can be declared surplus and sold at auction. The list is extensive; she believes the Town could see a substantial dollar amount.
- She and the Town Planner participated in one of the library construction grant webinars, this one covering the entire grant process and timeline required for the Town to be eligible to participate. The timeline spans to 2025 for the complete grant process, with awarding decisions occurring in May 2026. The Board would like Ms. Green and Mr. DeFrias to be thoughtful of the needs for both the Library and the Highway department. The Highway department implemented its own a feasibility study for a new location and plan to present to the Board soon. Ms. Green suggested adding an article related to this for the May 2025 Annual Town meeting. She will meet with the Interim Town Accountant first to review the schedule of retiring debts.
- The IT Director renegotiated for new copiers with the Town's current provider. Staff will have department pin numbers for printing color or confidential information; they will retain their personal black and white printers. He is also addressing the separate needs of the Board of Health.
- She is reviewing the Town's current Solar agreement as it was last reviewed four or five years ago. She wanted to ensure it is still a financial benefit to the Town and expects to have an updated report within the next few weeks.

## **IX                    ADJOURNMENT**

***MOTION*** by Ms. Rein, seconded by Mr. Heal, to adjourn. ***Voted 5 – 0***

*Respectfully submitted,*

*Lynn McDowell*